

E R R A T A

June 30, 1988

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY FISCAL OFFICERS
ALL COUNTY AUDITOR CONTROLLERS
ALL COUNTY ADMINISTRATIVE OFFICERS

SUBJECT: INDEPENDENT LIVING SKILLS PROGRAM (ILSP) CLAIMING
INSTRUCTIONS

REFERENCE: ALL-COUNTY LETTER (ACL) 88-66, DATED JUNE 17, 1988

This is to correct the claiming instructions which were issued in ACL 88-66 concerning ILSP. The ACL incorrectly states that the salaries and benefits of social services workers attending ILSP training for at least five consecutive days may be charged as a staff development cost.

Under current staff development regulations, salaries and benefits for social services workers in training may be charged to the staff development cost pool only when attending full-time training of at least eight consecutive weeks. For training of a shorter duration, the social services worker hours are recorded on the Social Services Worker Time Study (DFA 46) to Line EE, ILSP Administration, and the salaries and benefits are claimed in the Allocable Casework-Social Services cost pool. Please refer to the Staff Development and Training Regulations, Manual of Policies and Procedures, Section 14-214, for a complete listing of allowable staff development costs for social services staff attending training.

Revised staff development regulations will be filed with the Office of Administrative Law on August 1, 1988, and will be effective October 1, 1988. These regulations will allow the salaries and benefits of social services workers in training for at least five consecutive days to be charged as a staff development cost.

If you have any questions, please contact the Fiscal Policy and Procedures Bureau at (916) 445-7046.